


0080001-5
DDA Registry
78-3734/3

2 October 1978

MEMORANDUM FOR: Director of Finance

STATINTL FROM:


Chief, Compensation Division

SUBJECT: Closing of Ames Cafeteria

For those Agency employees in this area that bring their lunch, Ames Cafeteria has provided a place away from their work area, to sit and eat their lunch while enjoying the companionship of co-workers or others. With the announced closing of Ames we find there is no other known place for employees, who bring their lunch, to go and sit and enjoy their few minutes away from the normal day's work schedule.

A survey of this division determines that there are 51 employees who would be interested in having a place set aside for employees to eat their lunches. We would like to recommend that a section of the Ames Cafeteria space be set aside for this purpose. The area could be colorfully decorated, have tables, chairs and possibly several of the old leather sofas (that are now being replaced with a more modern type), and maybe EAA could donate 3 or 4 dart boards and a couple of ping pong tables. This is a very minor item for the Government to provide but so important to the morale of the employees.

Would it be possible for you to make such a suggestion to the DDA for his consideration?


STATINTL

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: Compensation Division
Room 710 Key Bldg. Extension 2071

EXTENSION

NO.

DATE

DD/A Registry
File *Buildings & Grounds*
2 October 1978

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Director/Finance 1212 Key Bldg.	10/3	10/4	3
2. <i>EO/DDA</i>		10/4	<i>[Signature]</i>
<i>A/DDA</i> 7D-26, Hqs.		5 OCT 1978	<i>M</i>
4. <i>DDA</i>			<i>Seen</i>
5.			
6. <i>C/LSD</i>			
7.			
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13.			
14.			
15.			

1 to 3:

Jack,
A suggestion by one of our Division Chiefs. I believe it has alot of merit and it would help the morale of the people in Rosslyn. It is my understanding that most, if not all, of the Agency buildings outside of the Rosslyn area have some type of cafeteria and/or table area in the buildings.

[Signature]
Tom

3-6
For comment &
appropriate reply
for JFB's
signature

[Signature]
5 OCT 1978